

**SECTION 100.00 – QUALITY ASSURANCE PROGRAM INTRODUCTION**

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The Code of Federal Regulations, Part 637 of Title 23, specifies all state highway agencies, which includes the Idaho Transportation Department, shall develop a quality assurance program. The program will assure that materials and workmanship incorporated into each federal-aid highway construction project on the NHS are in conformity with the requirements of the approved plans and specifications, including approved changes. The program must be approved by the Federal Highway Administration and must contain certain elements identified in the federal regulation.

The ITD Quality Assurance Program has been approved by FHWA and will apply to all projects, whether federal-aid or state funded. The ITD QA program contains the three required elements; namely, the Acceptance Program ([Section 200.00](#)), the Independent Assurance Program ([Section 300.00](#)), and the Project Materials Certification ([Section 400.00](#)).

The ITD Quality Assurance Program defines three levels of evaluation.

### 1. Quality Control (Producer)

Quality control of construction materials is the responsibility of the contractor and is performed during the production of the material and/or at the point of delivery. The test results provide information to substantiate the uniformity of the material as it is produced and the conformity of the product to specification requirements. A useful tool in quality control is the control chart or run chart. It charts each test result on a graph that shows the average, the variation about the average, and any change in the process during production.

### 2. Acceptance (Buyer)

This level of evaluation encompasses all factors that comprise ITD's determination of the quality of the product as specified in the contract requirements. In addition to inspection, these factors include:

- For specification items in the contract using QC results for acceptance, verification sampling and testing must be performed. If QC results meet specified verification result guidelines, then QC results are used for acceptance.
- For the remainder of the specification items in the contract, ITD is responsible for acceptance sampling and testing.

The results of acceptance evaluation are used by ITD to accept, reject, or accept at a reduced rate the material represented by the tests.

### 3. Independent Assurance

Independent assurance is an unbiased and independent evaluation of all the sampling and testing procedures used in the acceptance program. It is a procedure and equipment check and is not directly a part of acceptance or rejection of a product.

**100.01 Conflict of Interest.** In order to avoid an appearance of a conflict of interest, any qualified ITD or non-state laboratory shall perform only one of the following types of testing on the same project.

- Verification testing
- Quality control testing
- IA testing
- Dispute resolution testing

**110.10 Quality Assurance Specification Team.** In 1996, an ongoing Quality Team was formed to implement Quality Assurance within the Division of Highways. The team was formed to oversee implementation of Quality Assurance measures in accordance with the CFR and to ensure the quality of materials and construction on Idaho's roadways by partnering with contractors.

In spring of 2003 the team was reestablished and renamed the Quality Assurance Specification Team. The Materials Engineer will continue to serve as the team's executive sponsor to accomplish the following charge:

To provide continued development and improvement of the Department's Quality Assurance specifications, measures and programs to assure quality materials are incorporated into ITD projects.

Team members are appointed by the Materials Engineer based on knowledge and experience and consist of HQ and District representatives from Materials, Training and Construction; an FHWA member, and representatives from the consultant and contracting communities. Contracting members will be recommended by the Association of General Contractors and consulting members will be recommended by the Association of Consulting Engineers, each to serve for 4 years. Materials Engineers and Regional Engineers will be rotated every 4 years. Reappointments will be allowed based on expertise and interest.

The Quality Assurance Specification Team will have authority for establishing, maintaining and promoting Quality Assurance Specifications and programs for the Department.